

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Wednesday, September 14, 2016

2:30 PM

City Hall, Conference Room 4A

Successor Agency Oversight Board

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

The Public Comment section provides an opportunity to address the Oversight Board on items not listed on the agenda. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the Board or are within the jurisdiction of the Board as the Board is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.

MINUTES

1. [MIN 16-076](#) Attached is a copy of the Draft Minutes of the Successor Agency Oversight Board Meeting on June 8, 2016.

Attachments: [OB Summary Notes 6-8-16](#)

ACTION ITEMS

2. [ACT 16-012](#) Approval of Resolution Amending the Fiscal Year 2017 Administrative Budget

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution](#)
[Attachment III Amended Administrative Budget](#)

BOARD MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

NEXT MEETING – To be announced

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.



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File #: MIN 16-076

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**HAYWARD SUCCESSOR AGENCY
OVERSIGHT BOARD
JUNE 8, 2016**

SUMMARY NOTES

BOARD MEMBERS PRESENT: Stacey Bristow, Barbara Halliday, Connie Willis, Paul Hodges

BOARD MEMBERS ABSENT: Olden Henson, Richard Valle, Lisa Brunner (Alternate for John Taylor),

STAFF: Kelly McAdoo, Assistant City Manager; John Stefanski, Management Analyst I, Cecilia Melero, Administrative Clerk II

PUBLIC: None

Call Meeting to Order: Meeting called to order at 3:15 P.M.

Roll Call: Chair Halliday led the roll call; those in attendance introduced themselves.

Pledge of Allegiance: Chair Halliday led the Pledge of Allegiance

Public Comments: There were no Public Comments.

1. Approval of Minutes from September 23, 2015 Meeting:

Moved/ Seconded (Hodges/ Willis) **APPROVED** by unanimous consensus

2. Approval of Minutes from January 27, 2016 Meeting:

Moved/ Seconded (Hodges/ Willis) **APPROVED** by unanimous consensus

3. Approval of the Redevelopment Successor Agency to Issue Tax Allocation Refunding Bonds in an Amount Not to Exceed \$45 Million to Refinance the Outstanding 2004 and 2006 Tax Allocation Bonds

John Stefanski informed the board that 10.4 million dollars would be the interest rate savings over the life of the debit service do to the refinance. The Department of Finance has roughly about two months to approve the refinance. Kelly McAdoo and John Stefanski answered board member questions. After brief discussion, the board approved the item.

Moved/ Seconded (Bristow/ Willis) **APPROVED** by unanimous consensus

Board Member/Staff Announcements and Referrals:

Next board meeting will be Fall 2016

Adjournment: The meeting adjourned at 3:27 P.M.



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File #: ACT 16-012

DATE: September 14, 2016

TO: Successor Agency Oversight Board

FROM: City Manager

SUBJECT

Approval of Resolution Amending the Fiscal Year 2017 Administrative Budget

RECOMMENDATION

That the Oversight Board approves a Resolution (Attachment II) amending the Fiscal Year 2017 Administrative Budget.

ATTACHMENTS

Attachment I Staff Report
Attachment II Resolution
Attachment III Amended Administrative Budget



DATE: September 14, 2016

TO: Oversight Board

FROM: City Manager

SUBJECT

Approval of Resolution Amending the Fiscal Year 2017 Administrative Budget

RECOMMENDATION

That the Oversight Board approves a Resolution (Attachment II) amending the Fiscal Year 2017 Administrative Budget.

BACKGROUND AND DISCUSSION

The Successor Agency pays for City staff to conduct the affairs of the Agency from a \$250,000 annual administrative allowance authorized and approved by the Department of Finance.

On January 27, 2016, the Oversight Board approved the Fiscal Year 2017 Successor Agency Administrative Budget. Staff is proposing an amendment to the Administrative Budget to account for increases in personnel costs related to a promotion.

While there is no formal procedure for amending the administrative budget once it has been approved by the Oversight Board, staff and agency legal counsel recommend obtaining Oversight Board approval for the increase in personnel services to ensure no future DOF issues arise.

FISCAL IMPACT

The net budget impact from this change is \$7,301. The Successor Agency has enough administrative budget allowance to cover this increase. This increase in the Personnel Services budget is commensurate with a decrease in the Agency Supplies and Services budget. This increase will have no bearing on the FY17 ROPS approved Foothill Façade and Property Disposition project budgets. Furthermore, this change does not require the submission of an amended ROPS. Attachment III provides the new Administrative Budget.

NEXT STEPS

Staff will process necessary budget adjustments pending completion of all personnel action forms with the Human Resources Department.

Prepared and Recommended by: John Stefanski, Management Analyst

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager

HAYWARD SUCCESSOR AGENCY OVERSIGHT BOARD

RESOLUTION NO. 2016-

A RESOLUTION OF THE OVERSIGHT BOARD FOR THE HAYWARD SUCCESSOR AGENCY, APPROVING AN AMENDMENT TO THE ADMINISTRATIVE BUDGET FOR THE 2016-17 FISCAL YEAR, AND DIRECTING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE REQUIREMENTS ASSOCIATED WITH THIS APPROVAL

WHEREAS, pursuant to ABx1 26 (as amended by AB 1484, the “Dissolution Act”), the separate legal entity known as the Hayward Successor Agency (the “Successor Agency”) must prepare “Recognized Obligation Payment Schedules” (“ROPS”) that enumerate the enforceable obligations and expenses of the Successor Agency for each successive twelve-month fiscal period until the wind down and disposition of assets of the dissolved Redevelopment Agency of the City of Hayward (the “Dissolved RDA”) has been completed; and

WHEREAS, the Successor Agency staff has prepared a ROPS for the twelve-month fiscal period commencing on July 1, 2016 and continuing through June 30, 2017 (“ROPS 16-17”) which was approved by the Successor Agency's oversight board (the “Oversight Board”) on January 27, 2016, in accordance with Health and Safety Code Section 34180(g); and

WHEREAS, the Successor Agency staff has prepared an administrative budget for the fiscal period commencing on July 1, 2016 and continuing through June 30, 2017 (“FY 16-17 Administrative Budget”), which was approved by the Oversight Board on January 27, 2016, in accordance with Health and Safety Code Section 34177; and

WHEREAS, the Successor Agency is entitled to an administrative cost allowance (the “Administrative Cost Allowance”) pursuant to Health and Safety Code Sections 34171(b) and 34183(a)(3) in the approximate amount of \$250,000 for the 2016-17 fiscal year of which approximately \$125,000 will be disbursed during the ROPS 16-17A and ROPS 16-17B periods; and

WHEREAS, the FY 16-17 Administrative Budget requires an amendment in order to provide enough personnel services budget for a planned promotion, the revision to the FY 16-17 Administrative Budget will not result in a change to the approved Administrative Cost Allowance approved by the Oversight Board and Department of Finance and will not result in any changes to the ROPS 16-17; and

WHEREAS, the accompanying staff report provides supporting information upon which the actions set forth in this Resolution are based.

NOW, THEREFORE, BE IT RESOLVED that the Oversight Board hereby finds, resolves, and determines that the foregoing recitals as true and correct, and, together with information provided by the Successor Agency staff and the public, form the basis for the approvals, findings, resolutions, and determinations set forth below.

BE IT FURTHER RESOLVED that the Oversight Board, pursuant to Health and Safety Code Section 34177(j), hereby approves the Amended FY 16-17 Administrative Budget, in the form on file with the City Clerk. In connection with such approval, the Oversight Board finds that the amendment to the FY 16-17 Administrative Budget will assist in the continued administration of the ongoing enforceable obligations and the expeditious wind-down of the affairs of the Dissolved RDA by the Successor Agency.

BE IT FURTHER RESOLVED that the Successor Agency is authorized and directed to enter into any agreements and amendments to agreements consistent with the Dissolution Statutes and necessary to memorialize and implement the agreements and obligations in the Amended FY 16-17 Administrative Budget as herein approved by the Oversight Board.

BE IT FURTHER RESOLVED that the Oversight Board hereby authorizes and directs Successor Agency staff, to take all administrative actions necessary under the Dissolution Statutes, to file, post, mail or otherwise deliver via electronic mail, internet posting, and/or hardcopy, all notices and transmittals necessary or convenient in connection with the approval of the Amended FY 16-17 Administrative Budget, and to take any other actions necessary to ensure the validity of the FY 16-17 Administrative Budget, as amended, and corresponding Administrative Cost Allowance.

BE IT FURTHER RESOLVED that the Oversight Board hereby authorizes and directs the City Manager, acting on behalf of the Successor Agency, to execute the documents and instruments as are appropriate, in consultation with the City Attorney, acting in the capacity of counsel to the Successor Agency, to effectuate and implement the terms of this Resolution;

BE IT FURTHER RESOLVED that this Resolution shall take effect at the time and in the manner prescribed in Health and Safety Code Section 34179(h).

HAYWARD, CALIFORNIA, September 14, 2016

ADOPTED BY THE FOLLOWING VOTE:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ATTEST: _____
Chair of the Oversight Board

REDEVELOPMENT SUCCESSOR AGENCY				
FY 2017 ADMINISTRATIVE BUDGET				
PREPARED BY JOHN STEFANSKI, MANAGEMENT ANALYST				
AS OF AUGUST 31, 2016				
		Adopted	Amended	Difference
1	Beginning Balance	\$ 250,000	\$ 250,000	
2	Employee Salaries & Benefits	\$ (173,644)	\$ (180,945)	\$ (7,301)
3	Balance Remaining	\$ 76,356	\$ 69,055	
4	Legal Costs	\$ (5,000)	\$ (5,000)	
5	Supplies and Services	\$ (71,356)	\$ (64,055)	\$ 7,301
6	Balance Remaining	\$ -	\$ -	